

8 MAR 1961

CONFIDENTIAL

MEMORANDUM FOR: Chief, Clandestine Services Personnel Office

SUBJECT : Studies to Identify Surplus Categories Within the CS/CS

REFERENCE : [REDACTED]

1. The purpose of the attached study is to determine from official records whether there are any occupational categories of positions in the Clandestine Services Career Service that appear to have a numerical surplus of assigned personnel. These tabulations of CS/CS positions by title and grade which show the number of personnel assigned to such positions by grade represent 96 per cent of the total number of authorized CS/CS positions. [REDACTED] of this total are titled "Operations Officer."

2. With the exception of those positions titled Photographer, Audio-support Specialist and Training Officer, and those Administrative Assistant and Intelligence Assistants positions at grade CS-09, there are no position categories which are shown to contain a numerical surplus of assigned personnel. Further, those overages which do appear in the above categories seem to be less than significant as a basis for determining surplus categories under Regulation [REDACTED]

3. Neither the above study nor others which have compared on-duty strength with authorized positions by grade groups have served to identify surplus categories based on numerical overages. Therefore, in order to proceed with reductions under Regulation [REDACTED] it seems that we must look toward the establishment of surplus categories based on qualitative analyses of personnel in relation to requirements.

[REDACTED]
Personnel Officer

Attachments:

- TAB A - Comparison of CS/CS Personnel and "D" Positions
- TAB B - Comparison of Planning and Staffing Patterns

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